

ZONING APPEALS BOARD (51)

AGENCY PLAN MISSION, GOALS AND BUDGET SUMMARY

AGENCY MISSION:

As a quasi-judicial body, the Board's mission is to hear and rule on appeals for relief or relaxation of the provisions and requirements of the zoning ordinance from any person, firm, partnership or corporation, or by any officer, department, commission, board, or bureau of the City aggrieved by a decision of an enforcing officer or any decision made by the Buildings and Safety Engineering Department, where rigid enforcement could cause the appellant undue hardship or jeopardize equity prior to the effectiveness date of the zoning ordinance or prevent proper utilization of property.

AGENCY GOALS:

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question and the general public.
3. Respond to City Council and administration referrals.
4. Develop recommendations for amendments to the Zoning Ordinance where appropriate and necessary.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

<u>2002-03 Requested</u>		<u>2001-02 Budget</u>	<u>2002-03 Recommended</u>	<u>Increase (Decrease)</u>
\$ 988,587	City Appropriations	\$ 957,395	\$ 892,438	\$ (64,957)
\$ 988,587	Total Appropriations	\$ 957,395	\$ 892,438	\$ (64,957)
\$ 120,000	City Revenues	\$ 112,000	\$ 120,000	\$ 8,000
\$ 120,000	Total Revenues	\$ 112,000	\$ 120,000	\$ 8,000
\$ 851,402	NET TAX COST:	\$ 845,395	<u>\$ 772,438</u>	\$ (72,957)

AGENCY EMPLOYEE STATISTICS:

<u>2002-03 Requested</u>		<u>2001-02 Budget</u>	<u>04-01-02 Actual</u>	<u>2002-03 Recommended</u>	<u>Increase (Decrease)</u>
<u>17</u>	City Positions	<u>17</u>	<u>14</u>	<u>16</u>	<u>(1)</u>
17	Total Positions	17	14	16	(1)

ACTIVITIES IN THIS AGENCY:

	<u>2001-02 Budget</u>	<u>2002-03 Recommended</u>	<u>Increase (Decrease)</u>
Land Use Controls	\$ 957,395	\$892,438	\$ (64,957)

ZONING APPEALS BOARD (51)

LAND USE CONTROLS ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: LAND USE CONTROLS

The Board of Zoning Appeals primary role is to hear and decide appeals from, and review any order, requirement, decision or determination made in the enforcement of the City of Detroit Zoning Ordinance. The Board has certain discretionary powers in making its decision to comply with the powers granted to it by the local zoning ordinance and State Enabling Act. Any adjustment or reversal must conform to the provisions of the zoning ordinance and provide neighborhood and commercial stabilization.

GOALS AND OBJECTIVES:

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question, and the general public.
3. Respond to City Council and administration referrals.
4. Develop recommendations for amendments to the Zoning Ordinance where appropriate and necessary.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

MAJOR INITIATIVES:

The Department is working with the City Planning Commission to develop comprehensive amendments to the City's Zoning Ordinance. The department expects to complete recommendations by the end of December, 2002.

The Department has streamlined the procedures for processing each appeals case. An appeal, which was formerly heard within sixty (60) days, is now heard before the Board of Zoning Appeals within thirty (30) to forty (40) days after it is received.

The department has developed for distribution, information about the role and functions of the Board of Zoning Appeals for community and business organizations. The Department has begun and will continue to meet organizations to discuss the role of the Board.

The Department is using a new digital camera and proxima projector system to provide a first class visual presentation at Board of Zoning Appeals Public Hearings.

PLANNING FOR THE FUTURE:

The Department is currently planning to work with the ITS Department to develop a computer database that will allow the Board of Zoning Appeals to improve the log-in, tracking and processing of documents relative to each Board Case.

The Department is also planning for the adoption of the new City Zoning Ordinance because it will result in additional responsibilities.

In the interest of improving the level of service, the Department will develop a strategic plan including both the level of service and staffing, over a five-year horizon using ongoing performance measurement.

ZONING APPEALS BOARD (51)

LAND USE CONTROLS MEASURES AND TARGETS

Goals: Measures	1999-00 Actual	2000-01 Actual	2001-02 Projection	2002-03 Target
Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance: Cases appealed	229	234	250	250
Make just decisions as they affect the applicants, people in the immediate vicinity of the property and the general public: Zoning variance request processing from submission of application	30 days	30 days	30 days	30 days
Respond to City Council and administration referrals: Referrals response time Circuit Court appeals	10 days 15	10 days N/A	10 days N/A	7 days N/A
Develop recommendations for amendments to the Zoning Ordinance where appropriate and necessary: Revise City's Zoning Ordinance	N/A	N/A	June 2002	December 2002
Enhance the quality of service to citizens and businesses through improved land use and planning technology: Percentage completed of computer upgrade	N/A	90%	95%	95%
Activity Costs	\$658,643	\$669,075	\$957,395	\$892,438

CITY OF DETROIT
ZONING APPEALS BOARD
Financial Detail by Appropriation and Organization

Board of Zoning Appeals Ordinance Admi Land Use Controls	2001-02 Redbook		2002-03 Dept Final Request		2002-03 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION ORGANIZATION</i>						
00183 - Land Use Controls						
510010 - Board of Zoning Appeals Ordinance A	17	\$957,395	17	\$988,587	16	\$892,438
APPROPRIATION TOTAL	17	\$957,395	17	\$988,587	16	\$892,438
ACTIVITY TOTAL	17	\$957,395	17	\$988,587	16	\$892,438

CITY OF DETROIT
Budget Development for FY 2002 - 2003
Appropriations - Summary Objects

	2001-02 Redbook	2002-03 Dept Final Request	2002-03 Mayor's Budget Rec
AC0551 - Land Use Controls			
<i>A51000 - Board of Zoning Appeals</i>			
SALWAGESL - Salary & Wages	554,575	563,416	510,070
EMPBENESL - Employee Benefi	241,701	259,734	221,184
PROFSVCSL - Professional/Con	45,000	45,000	42,750
OPERSUPSL - Operating Suppli	10,942	10,942	10,795
OPERSVCSL - Operating Servic	98,177	102,495	101,658
OTHEXPSSL - Other Expenses	7,000	7,000	5,981
<i>A51000 - Board of Zoning Appeals</i>	<i>957,395</i>	<i>988,587</i>	<i>892,438</i>
AC0551 - Land Use Controls	957,395	988,587	892,438
Grand Total	957,395	988,587	892,438

CITY OF DETROIT
Budget Development for FY 2002 - 2003
Appropriation Summary - Revenues

	2000-01 Actuals	2001-02 Redbook	2002-03 Dept Final Request	2002-03 Mayor's Budget Rec	Variance
A51000 - Board of Zoning Appeals					
<i>00183 - Land Use Controls</i>					
448115 - Other Fees	115,608	112,000	120,000	120,000	8,000
<i>00183 - Land Use Controls</i>	115,608	112,000	120,000	120,000	8,000
A51000 - Board of Zoning Appeals	115,608	112,000	120,000	120,000	8,000
Grand Total	115,608	112,000	120,000	120,000	8,000

**CITY OF DETROIT
MAYOR'S 2002/2003 RECOMMENDED BUDGET**

Board of Zoning Appeals

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2001 2002 FTE	FY 2002 2003 FTE	2002 2003 FTE
Classification			
00183 - Land Use Controls			
510010 - Board of Zoning Appeals Ordinance			
Director - Board of Zoning App	1	1	1
Asst to the Dir-Zoning Appeals	1	1	1
Zoning Inspector	3	3	2
Executive Secretary III	1	1	1
Senior Typist	1	1	1
Stenographer	3	3	3
Zoning Appeals Bd Chairperson	1	1	1
Zoning Appeals Board Member	6	6	6
Total Board of Zoning Appeals Ordinance Ad	17	17	16
Total Land Use Controls	17	17	16
Agency Total	17	17	16